

BOARD OF SELECTMEN MEETING
MONDAY, MARCH 3, 2014
6:30PM AT TOWN OFFICE BUILDING, 240 SPRINGFIELD STREET, WILBRAHAM, MA
MINUTES

PRESENT: Selectmen James E. Thompson (presiding), Robert W. Russell, Robert J. Boilard, Town Administrator Robert A. Weitz and Administrative Assistant to the TA/BOS, Candace Ouillette Gaumond.

EXECUTIVE SESSION

To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, or individual.

Chairman Thompson announced that the Board of Selectmen is going into an executive session. Upon conclusion of the executive session, the Board will return to conduct the general meeting of the Board.

MOTION: Made (Russell) and seconded (Boilard) to consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, or individual. This motion was approved by each Selectmen voting affirmatively in a roll call vote. (Thompson, yes; Russell, yes; and Boilard, yes.) Approved 3-0.

PLEDGE OF ALLEGIANCE

Upon returning from the executive session at 6:50p.m., the Selectmen briefly recessed and reconvened the general meeting at 7:00p.m. as scheduled. Chairman Thompson welcomed the audience in attendance and asked all to join him in saying the Pledge of Allegiance.

APPOINTMENTS WITH THE BOARD

Entertainment Licenses (2) Hearing (Sunday; Monday thru Saturday) – 2000 Boston Road Food Court, Inc. d/b/a Camille's Bistro and Bar

Catherine Kelly, Manager of Camille's Bistro and Bar, was present for the discussion. Chairman Thompson asked Ms. Kelly to provide an update on the status of Camille's Bistro and Bar as well as to explain what is being requested in relation to the entertainment license. Ms. Kelly informed that Camille's Bistro and Bar is planning a soft opening on Tuesday, March 4, 2014. She said that the establishment is requesting to offer light entertainment provided by one person and only on the weekends. Additionally, Ms. Kelly explained that the establishment has four televisions and is seeking to offer Keno. Ms. Kelly further added that there will be light music played overhead in the dining and bar areas. Chairman Thompson asked if this was the same entertainment set up as previously held. He also asked if Ms. Kelly would be present at the establishment on a daily basis. Ms. Kelly responded yes to both questions. Selectman Russell asked if music would be played out on the patio. There was brief discussion with regard to this question. Chairman Thompson implied that entertainment on the patio would be a separate request then what is proposed tonight. There was a brief discussion amongst the group about the time frame of the entertainment license.

MOTION: Made (Russell) and seconded (Boilard) to grant an entertainment license to 2000 Boston Road Food Court, Inc. d/b/a Camille's Bistro and Bar, 2000 Boston Road, Wilbraham, Massachusetts, between the hours 12:00AM and 11:59PM on Sundays for TV and recorded music. There shall be no dance floor, no dancing by patrons, and occupancy shall comply with the Fire and Safety Act; and subject to Wilbraham's "Licensing Policies and Procedures"; and to forward this application to the Massachusetts Department of Public Safety for approval. Approved 3-0.

MOTION: Made (Russell) and seconded (Boilard) to grant an entertainment license to 2000 Boston Road Food Court, Inc. d/b/a Camille's Bistro and Bar, 2000 Boston Road, Wilbraham, Massachusetts, between the hours 11:00AM and 12:00AM (midnight) on Mondays through Saturday for TV, recorded and live music, (limited to one performer-vocalist and acoustic.) There shall be no dance floor, no dancing by patrons, and occupancy shall comply with the Fire and Safety Act; and subject to Wilbraham's "Licensing Policies and Procedures". Approved 3-0.

Materials referenced: Application for an Entertainment License and Application for a License for Public Entertainment on Sunday. Both applications were dated February 6, 2014, and submitted by 2000 Boston Road Food Court, Inc. d/b/a Camille's Bistro & Bar.

Update from the Broadband Advisory Committee

The following members of the Broadband Advisory Committee were present to meet with the Selectmen: Nathan DeLong, Anthony Aube, Tom Newton and Felix Zayas. Chairman Thompson thanked the members for attending the Board of Selectmen's meeting tonight. He asked for an update on the Committee's and broadband activities. Director DeLong mentioned that Will Caruana, Chairman of the Broadband Advisory Committee, was unable to attend tonight and extends his apologies. Director DeLong informed the Selectmen that there have been many developments in this area. Currently, the Committee is looking at the various options of implementing broadband fiber throughout Town. The Town is working with Massachusetts Broadband Institute (MBI) who is implementing segments of broadband fiber/connections throughout Massachusetts, including western Massachusetts. He mentioned the work being done in the Police and Fire Departments to update the technology there. The Fire Department has new technology equipment. The Committee is also working towards the establishment of a municipal light plant. There is to be a second vote at the Annual Town Meeting on this matter. Director DeLong explained again what the second vote for the municipal light plant will mean for the future of expanding broadband in Wilbraham and the options the Town will have to be a provider of telecommunications service if the Town so chooses. According to Director DeLong, the Broadband Advisory Committee will work towards educating the public on this topic. Director DeLong discussed the collaborative work with the Department of Public Works to lay conduit in the ground at the same time as road or sidewalk projects. Also, the Committee is working with the schools to understand broadband needs in relation to the state mandates. A discussion ensued about the speed of fiber technology, creating better building connectivity and the cost estimates. There was also a brief discussion about Ridge Road tower and the potential for a wireless canopy/availability. Director DeLong emphasized that the Ridge Road tower site is imperative to the future of broadband options and the public radio safety system for the Town.

The Broadband Advisory Committee had several questions for the Selectmen. Director DeLong inquired about the solar array project's status. He felt that it would be important to ensure a conduit is run to the Disposal and Recycling Center so that the solar array field would have access to the conduit. He then inquired about the police station's new facility and what will occur with the old police station facility. Chairman Thompson answered the Committee's questions.

There was a brief discussion about the MBI project and how it may, or may not, impact or restrict the Town. Director DeLong stressed that MBI is a good stepping stone for the Town to beginning to implement a broadband network in the community. There was a discussion about cost shifts from Charter to MBI as well as if the residents would be impacted. Directors DeLong and Aube did not think the residents would be impacted.

Lastly, the Committee wanted to know if they could move ahead and see if there was interest from businesses to utilize the Town as a telecommunications provider. The Selectmen had no problem with the Committee conducting market research. Director DeLong asked the Selectmen if they were comfortable with the Committee submitting a firm quote for the project. The Selectmen agreed.

Mr. Newton feels the Committee and the Town should be proactive and not reactive in regards to technology. Other communities who are building technology infrastructures were discussed. Director Aube mentioned that offering telecommunications service via the municipal light plant to commercial businesses can help reduce the cost to residents. He also mentioned that the municipal light plant could help fund the broadband infrastructure. The Committee members emphasized that creating the infrastructure would be done in clusters. Discussion of connectivity among surrounding communities, such as Hampden, was discussed as well.

Chairman Thompson thanked the Committee members for coming in and providing an update to the Selectmen.

Atty. Brian S. Fitzgerald, Trustee, 1049 Stony Hill Road Realty Trust & Anthony Carnevale, General Contractor, AC Homebuilding, LLC - Daniele Drive Extension Subdivision (Cont. from 2/24/14)

Attorney Fitzgerald and Mr. Carnevale were present for the meeting. Selectman Boilard excused himself from the discussion and the room due to a conflict of interest related to Mr. Carnevale. Chairman Thompson asked if there was anyone present in the audience from the Daniele Drive neighborhood. No one responded. Chairman Thompson asked Attorney Fitzgerald if he had any further comments to add from last week's presentation. Attorney Fitzgerald just briefly outlined the project again and that the developer would be working with the Department of Public Works to improve the conditions of Daniele Drive to the cul-de-sac. Chairman Thompson asked if there were any additional comments from Edmond Miga, Jr., Director of Department of Public Works/Town Engineer, or the Selectmen. None were offered. A motion was made.

MOTION: Made (Russell) and seconded (Thompson) to approve the plan for the reconstruction of the public way portion of Daniele Drive as proposed by 1049 Stony Hill Road Realty Trust and AC Homebuilding, LLC. Approved 2-0.

Materials referenced: Email, dated January 28, 2014, from Attorney Brian S. Fitzgerald, regarding Meeting for Daniele Drive Extension.

Police policies and procedures – Chief Roger Tucker

Chief Tucker reminded the Selectmen that he provided a draft of the police policies and procedures on January 27, 2014. Chief Tucker asked if the Selectmen wanted to address any items in the police policies and procedures. The Selectmen had no questions or concerns.

Chief Tucker mentioned to the Selectmen that Sergeant Shawn Baldwin was recognized as Officer of the Year by Western Massachusetts ASIS International at their sixth Annual Law Enforcement Appreciation Dinner held on February 19 at the Sheraton. He said the event was well attended; and Sergeant Baldwin was recognized for his work in Palmer District Court. Chairman Thompson praised the Sergeant Baldwin and the Wilbraham Police Department.

MOTION: Made (Russell) and seconded (Boilard) to approve the revised Police Policies and Procedures as proposed by Chief Roger Tucker, dated January 27, 2014. Approved 3-0.

Materials referenced: Draft of the Wilbraham Police Department's Policies and Procedures, dated January 27, 2014.

Fountain Park – Patrick Brady, Wilbraham Nature & Cultural Center

Patrick Brady, President of the Wilbraham Nature & Cultural Center, was present for the discussion. Mr. Brady explained that Fountain Park is privately owned by Wilbraham Nature and Cultural Center, Inc. The Center's charter designates one of the Center's Board seats to a Selectmen representative. Whereas Mr. Brady is the Center's President/Officer, he can no longer continue to be the selectmen's liaison. The Selectmen will need to choose a new liaison from the Board of Selectmen to represent the Board at the Wilbraham Nature & Culture Center. Mr. Brady stated that he would wait to hear back from the Board of Selectmen on this matter. Chairman Thompson agreed to get back to him.

Mr. Brady spoke about Fountain Park's Red Barn Renovation Project. He informed that the Red Barn Renovation Project will focus on the interior of the Red Barn and will cost approximately \$291,000. Mr. Brady explained in detail the work that was being proposed. According to Mr. Brady, the Wilbraham Nature and Culture Center submitted an application to the Community Preservation Committee (CPC) for CPC funding to fund \$209,000 of the Red Barn Renovation Project. Mr. Brady is seeking the Selectmen's support and approval prior to the project being voted at the Annual Town Meeting. He also explained what the barn was formerly and currently used for. Overall, the Red Barn is rented out for nuptials, rehearsal dinners and other such events. The renovation of the Red Barn is aligned with what the founders, Larry Fountain and John Sevey, of the Wilbraham Nature and Cultural Center had in mind for the usage of the Red Barn. Rental monies from the Red Barn would be used to facilitate an independent financial stream to support Fountain Park. The goal is to one

day turn the Red Barn into a visual performing arts center that can be utilized throughout the year. Mr. Brady asked if the Selectmen have any questions. Selectman Russell inquired about the Wilbraham Nature and Cultural Center's fundraising activities to support the renovation of the Red Barn. Mr. Brady answered the question by sharing that the Center's sponsorship has increased by fifty percent this year compared to last year. Additionally, he said the Center is planning a fundraiser to sell a plank to families that would go into the Red Barn. Mr. Brady reminded the Selectmen that the Wilbraham Nature and Cultural Center is one hundred percent run by volunteers. The Center and Fountain Park make Wilbraham a better place to raise families. Chairman Thompson asked Mr. Brady what the next steps are. Mr. Brady, again, asked the Selectmen to endorse the Red Barn Renovation Project. Chairman Thompson commented that this goal is very much in keeping with the character of the property's intent.

MOTION: Made (Russell) and seconded (Boilard) to support of the Wilbraham Nature and Cultural Council's two grant applications to receive funds from (1.) the Massachusetts Cultural Council and (2.) the Community Preservation Committee to renovate and preserve the interior of the Red Barn at Fountain Park. Approved 3-0.

Materials referenced: Email, dated February 25, 2014, from Patrick Brady, Representative of the Wilbraham Nature and Cultural Council, regarding Fountain Park grant applications.

OPEN SESSION

Town Administrator's Report

Town Administrator Weitz informed that he is currently working on the Warrant for Town Meeting. He asked if the Selectmen have any matters that they would like to see on the Warrant. The Selectmen did not indicate so. Town Administrator Weitz said that the draft of the Warrant will be ready by the week after next for the Selectmen to review.

Board of Selectmen updates

The Selectmen had no updates.

Citizens Open Forum

Michael Dane, resident, wanted to provide follow up information to the Selectmen from the last discussion he had with them about the Open Space and Recreation Plan. Mr. Dane informed that he spoke to Director John Pearsall, Community Development and Planning Department, who shared that he was finishing up the re-formatting of the Plan and was going to be giving the Plan to the Chairman of the Open Space and Recreation Committee to forward to the state. Mr. Dane told Director Pearsall that the Open Space and Recreation Committee might want to hold off on moving forward with the Plan until after their meeting with the Board of Selectmen on March 10, 2014. Chairman Thompson directed staff to contact the Chairman of the Open Space and Recreation Committee and request that the Plan be held until after the meeting with the Board of Selectmen.

David Sanders, resident, asked the Selectmen why they are supporting public funding going to the renovation of private property. Selectman Boilard stated that Fountain Park's Red Barn is utilized for the community. Chairman Thompson explained the history of the property and establishment of the Wilbraham Nature and Cultural Center. He further added that the Center is a non-profit organization that does not make money but puts the funds back into the Park for the Wilbraham community and residents. Chairman Thompson feels that to endorse this type of stewardship is well worth it. Mr. Sanders further shared his opinion. Selectman Boilard reminded Mr. Sanders that the residents still need to approve the project at Annual Town Meeting.

Mr. Sanders asked if the Board of Selectmen would ever reconsider the vote taken last week to support the school grant. Selectman Boilard stated that he was reluctant to take the vote because of the lack of information initially. However, the Board of Selectmen, as a group, endorsed the grant; yet, it is the Hampden-Wilbraham Regional School Committee that ultimately makes the decision about the grant. Selectman Boilard understands that there is more paperwork the Selectmen will view soon regarding this grant. Selectman Russell expressed that he felt the School Committee would make the right decision about the grant. He claim to view grants as an opportunity and merits the value of grants and information collected. Overall, Selectman Russell felt comfortable with the Selectmen's decision. Mr. Sanders wondered about the data collection and where the information will be distributed to. The Selectmen all commented and informed that they have asked for that information as well. Mr. Sanders expressed concerned about the data collection.

Mr. Dane also mentioned that there will be a presentation at Minnechaug Regional High School on Wednesday at 6:30pm regarding the Parc Testing. He mentioned that he asked the School Committee to have a representative speak from the opposing side of this program. The School Committee declined.

OLD BUSINESS

Relocation of Polling Places

Beverly Litchfield, Town Clerk, was present. Chairman Thompson asked if there was anything further to add relative to the request to relocate the polling places. Clerk Litchfield stated that having the polling location at Minnechaug Regional High School will create a better car pooling mechanism for voters in the future. She does not see any negatives to relocating the polls. Chairman Thompson asked if the Selectmen had any further questions. No questions were asked.

MOTION: Made (Russell) and seconded (Boilard) to send a letter to the Hampden-Wilbraham Regional School Committee requesting their endorsement of the relocation of all four precincts' polling places to the Hampden-Wilbraham Regional School District's Minnechaug Regional High School for election purposes. Approved 3-0.

NEW BUSINESS

Proceeds from Memorial School Rental

Chairman Thompson mentioned that Cathedral High School made a commitment to rebuild their high school in Springfield; however, currently, Cathedral High School is housed at Memorial School. He informed that the Town is collecting rental monies from this arrangement with Cathedral High School. Chairman Thompson stated that the Town needs to decide how to use the rental monies in the budget. Chairman Thompson proposed splitting the monies in thirds, a portion going towards the senior center building project, a portion towards the police station building project and a portion to the schools. He asked the other Selectmen what they thought about this suggestion. Selectman Boilard expressed interest in seeing some of the monies go towards the infrastructure that the Broadband Advisory Committee were speaking about to help get the schools ready to comply with the mandates. He also felt that the building projects are still in infancy stages. Selectman Russell agreed with Selectman Boilard relative to putting the monies toward the broadband projects. He felt the whole Town could benefit from it. Chairman Thompson agreed. However, he asked both Selectmen to give some type of commitment to using the funds beyond the schools. He expressed wanting to see the funding used for the schools and municipal projects. Chairman Thompson also stated that the Town has two municipal projects; and these projects are going to have expenses in order to move forward to the next steps. Chairman Thompson emphasized that he was not asking for a decision tonight. He just wanted the Selectmen to consider this matter as the Town progresses through the budget process.

~~Deferral of Repayment of Town Overpayment~~

LICENSING AND OTHER APPROVALS

Seasonal Food Establishment Permit – Dough Creations

Chairman Thompson asked if there were any questions. None were offered.

MOTION: Made (Russell) and seconded (Boilard) to grant a seasonal Food Establishment Permit to Dough Creations to serve prepared baked goods from a residential kitchen at the Winter Farmers' Market, located at The Gardens of Wilbraham, 2301 Boston Road, from March 3, 2014 to April 26, 2014, from 10:00am to 2:00pm on Saturdays when the Market is open; pending the Health Inspector's approval. Approved 3-0.

Materials referenced: Application for a Permit to Operate a Food Establishment, dated February 24, 2014, submitted by Joseph Dynak of Dough Creations; ServSafe Certificate for Joseph Dynak, dated February 24, 2014; Certificate of Allergen Awareness Training for Joseph Dynak, dated February 24, 2014; Home Occupation License issued by the City of Chicopee to Joseph Dynak d/b/a Dough Creations, dated May 7, 2013 and expiring on April 30, 2014; and Registration of Vendor form for the 2013/2014 Winter Farmers' Market in Wilbraham, submitted by Joseph Dynak.

Amend an Application and Notice for Charitable or Non-Profit Event – Romp Riders & Granby Regional Horse Council

Chairman Thompson asked if there were any questions. None were offered.

MOTION: Made (Russell) and seconded (Boilard) to amend permission granted on December 9, 2013 to the Granby Regional Horse Council & Romp Riders of McDonald's Preserve for use of public ways and sidewalks for an event previously scheduled for April 20, 2014, (rain date: April 27, 2014,) amended to April 13, 2014 (rain date: April 27, 2014), from 7:00am to 7:00pm at McDonald's Nature Preserve. Approved 3-0.

Materials referenced: Email, dated February 16, 2014, from Flo Kibbe of the ROMP Riders, relative to amending the date of a previously granted event at MacDonald's Nature Preserve; Application and Notice for Charitable or Non-Profit Event, dated November 20, 2013, submitted by ROMP Riders and Granby Regional Horse Council.

Application and Notice for Charitable or Non-Profit Event – Horse Council of Granby, CT

Chairman Thompson asked if there were any questions. None were offered.

MOTION: Made (Russell) and seconded (Boilard) to grant permission to the Horse Council of Granby, CT for use of public ways and sidewalks for an event on June 22, 2014, from 10:30am to 3:00pm at McDonald's Nature Preserve and to forward the event notice to public safety officials for review. Approved 3-0.

Materials referenced: Application and Notice for Charitable or Non-Profit Event, dated February 16, 2014, submitted by the Horse Council of Granby, CT.

MINUTES OF MEETINGS

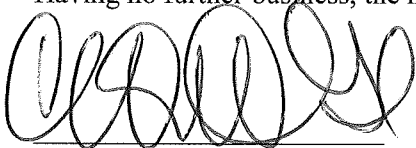
February 3, 2104

Chairman Thompson asked if there were any corrections or is the minutes fine as submitted. The Selectmen did not offer any corrections.

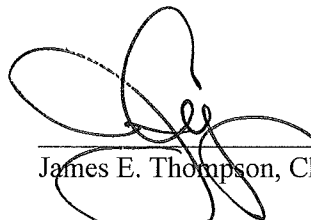
MOTION: Made (Russell) and seconded (Boilard) to accept the minutes of February 3, 2014 as submitted. Approved 3-0.

Materials referenced: Draft of the minutes of February 3, 2014 submitted by C.O. Gaumond, Administrative Assistant to the TA/BOS.

Having no further business, the meeting was adjourned at 8:25pm.



Candace Ouillette Gaumond
Administrative Assistant to TA/BOS



James E. Thompson, Chairman



Robert W. Russell, Vice Chairman



Robert J. Boilard, Clerk